



MINUTES

**Joint Workshop Meeting of the Cities of
Bryan and College Station Planning & Zoning Commissions
Wednesday, October 31, 2007, at 11:30 a.m.
Bryan Municipal Building, Council Chambers
300 South Texas Avenue, Bryan, Texas**

Disclaimer: *The meeting minutes herein are a summarization of meeting proceedings, not a verbatim transcription.*

1. Call to Order

Bryan Planning and Zoning Commission Chairperson Hughes called the Bryan Planning and Zoning Commission meeting to order at 11:56 a.m.

College Station Planning and Zoning Commission Chairperson Nichols called the College Station Planning and Zoning Commission meeting to order at 11:56 a.m.

Bryan Planning and Zoning Commission members present: Mr. Michael Beckendorf, Mr. Johnny Bond, Mr. John Clark (Vice Chairperson), Mr. Robert Horton, Mr. Art Hughes (Chairperson), Mr. G.H. Jones, Mr. Don Maxwell (Parliamentarian), and Mr. Michael Parks.

Bryan Planning and Zoning Commission member absent: Mr. Ralph Davila.

College Station Planning and Zoning Commission members present: Mr. John Nichols (Chairperson), Mr. Bill Davis, Mr. Derek Dictson, Ms. Masha Sanford, Mr. Harold Strong, Mr. Glenn Schroeder, and Mr. Noel Bauman.

City Council member present: Mr. David Ruesnik (College Station).

City of Bryan staff members present: Mr. Joey Dunn, Deputy City Manager; Mr. Kevin Russell, Director of Development Services; Ms. Lindsey Guindi, Planning Manager; Mr. Martin Zimmermann, Senior Planner; Ms. Julie Fulgham, Staff Planner; Mr. Randy Haynes, Staff Planner; Mr. Richard Reynosa, Civil Engineer; Ms. Janis Hampton, Interim City Attorney; Mr. Rodney Schmidt, Planning Intern; Mr. Paul Kaspar, City Engineer; and Ms. Carolyn Anderson, Transportation Engineer.

City of College Station staff members present: Terry Childers, Deputy City Manager; Mr. Bob Cowell, Director of Planning and Development Services; Mr. Lance Simms, Assistant Director of Planning and Development Services; Ms. Mary Ann Powell, First Assistant City Attorney; Ms.

Molly Hitchcock, Planning Administrator; Ms. Lindsay Boyer, Senior Planner; Ms. Crissy Hartl, Staff Planner; Ms. Jennifer Prochazka, Senior Planner; Ms. Brittany Korthauer, Staff Assistant; Mr. Ken Fogle, Transportation Planner; Mr. Matt Robinson, Staff Planner; and Mr. Jason Schubert, Staff Planner.

2. Introduction of Bryan Planning and Zoning Commission and Staff

Chairperson Hughes introduced City of Bryan Planning and Zoning Commissioners. Ms. Lindsey Guindi, Planning Manager, introduced Bryan city staff.

3. Introduction of College Station Planning and Zoning Commission and Staff

Chairperson Nichols introduced City of College Station Planning and Zoning Commissioners. Mr. Bob Cowell, Director of Planning and Development Services, introduced College Station city staff.

4. Staff presentation, discussion, and possible action and/or direction to staff regarding identification of regional planning issues:

A. Comprehensive Plan Projects and Implementation

- 1) City of Bryan**
- 2) City of College Station**

Ms. Guindi presented an overview of the recently adopted City of Bryan Comprehensive Plan. She stated that the City of Bryan is in the policy implementation phase. She also stated that city staff is in the process of rewriting and amending the zoning and subdivision ordinances.

Ms. Jennifer Prochazka, Senior Planner, gave an update regarding the Comprehensive Plan process for the City of College Station. She stated that the initial goal setting phase of the Comprehensive Plan is complete. She also stated that the writing phase was just approved by city council and is expected to be finished in about a year.

Commissioners discussed comprehensive planning projects and implementation issues.

B. Current Development Concerns

- 1) Growth Management**
- 2) Neighborhood Protection Efforts**
- 3) Neighborhood Commercial Zoning**

Mr. Cowell presented growth management concerns for the City of College Station. He stated that the city is experiencing rapid growth in its ETJ and is planning on combating this by instituting a series of changes to their subdivision regulations.

Ms. Guindi commented that the City of Bryan is also facing some development pressures in its ETJ. She stated that city staff is currently looking into increasing minimum lot size requirements in the ETJ.

Commissioners discussed growth management issues.

Mr. Randy Haynes, Staff Planner, gave an overview of City of Bryan neighborhood protection efforts, specifically the city's Residential Neighborhood Conservation zoning district.

Commissioners discussed neighborhood protection efforts.

Mr. Martin Zimmermann, Senior Planner, discussed commercial development and redevelopment close to residential neighborhoods. He stated that the City of Bryan is considering a new Neighborhood Commercial zoning classification and inquired about College Station's experience with such a designation.

Mr. Cowell and Ms. Lindsay Boyer, Senior Planner, provided an overview on the range of allowed uses and specific use standards of the city's Light Commercial (C-3) zoning classification.

Commissioners discussed the need to balance business and neighborhood interests and that requests for neighborhood commercial zoning must be evaluated especially in the context of the specific surroundings of a site.

5. Staff presentation, discussion, and possible action and/or direction to staff regarding possible collaboration projects:

- 1) Gateways and Corridors**
- 2) Coordinated Transportation Projects**

Mr. Jason Schubert, Staff Planner, provided an overview on gateways and corridors the two cities share.

Commissioners discussed various issues concerning shared gateways and corridors, including speed limits on University Drive and sidewalk connectivity. Commissioners also expressed desire to investigate the possibility of common development standards ("look and feel") for certain shared corridors and to invite representatives from the Texas Department of Transportation (TxDOT), Texas A&M University, and Brazos County to a future joint meeting.

Commissioner Parks left the meeting at 1:07 p.m.

Mr. Ken Fogle, Transportation Planner, presented an overview of ongoing coordination of transportation projects between the two cities, especially in planning for future thoroughfares.

Commissioner Jones left the meeting at 1:12 p.m.

6. Legislative Update

Mr. Lance Simms, Assistant Director of Planning and Development Services, presented an overview of Texas H.B. 1472 and its implications for College Station's plans to annex properties that are exempt from the annexation plan requirement. Mr. Simms added that property owners

were given 45 days to respond to the city's development agreement offer and that some executed agreements had already been received.

7. Future Joint Meeting Topics

Commissioners reiterated the desire to have representatives from other entities at future meetings.

Commissioners proposed to establish one or more working groups comprised of representatives from both commissions. Such working groups would be intended to meet on a more regular basis to address many of the recurring issues both cities are facing.

8. Adjourn

Without objection, both Commissions adjourned the joint workshop meeting at 1:28 p.m.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 6th day of **December, 2007**.

Art Hughes, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Lindsey Guindi, Planning Manager and
Secretary to the City of Bryan Planning
and Zoning Commission